



Marion County

OREGON

**BUSINESS SERVICES
DEPARTMENT**

Facilities Management Division

100 High Street NE (503)584-7777 Ph
Salem, OR 97301 (503) 373-4430 Fax

TRANSMITTAL

3/5/04

David Evans & Associates

TO

2100 SW River Parkway

ADDRESS

Philip Boltinghouse

ATTENTION

Courthouse Square Consultation

PROJECT

Bob Hutchinson

FROM

NO.	DESCRIPTION	VIA		ACTION
		FAX NO.	503-223-2701	FOR YOUR ACTION
		PAGE(S)	3 including cover sheet	FOR YOUR REVIEW
		DELIVERY MODE		FOR YOUR INFORMATION
				PLEASE RETURN WITH APPROVAL/ REMARKS

Faxed @ 5:30 3/5/04



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BUSINESS SERVICES DEPARTMENT

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DIVISIONS:

Facilities Management
Financial Services
Human Resources
Risk Management

Philip Boltinghouse
2100 SW River Parkway
Portland, Oregon 97201
Ph 503-223-6663
Fax 503-223-2701

Phil:

I am sending you the Purchase order number from Marion County Business Services for the following requested work.

As per our discussion yesterday at the Courthouse Square in Salem, we met to discuss potential problems with uneven flooring and possible stress problems on several floors. I have inserted this text which I sent to my supervisor which lays out the scope of the work.

"I met yesterday with Phil Boltinghouse from David Evans & Assoc. to look over concerns about the CHSQ tile and structural issues. At this point he is giving the building a clean review. He is going back to his office with the structural plans (which he had from the Northblock review) and a floor plan of the effected bathroom areas and will get back to me next week after he does some calculations and study..

His determination is that the grout bed under these bathroom floors may have shifted to cause the floor tiles to pop up. There are no cracks in the walls indicating that the building itself is having a problem.

His opinion is that the unlevel flooring in the DA's office was there when the building was accepted. This concurs with information from the DA's area about this problem being ther since they moved in. Phil also indicated that with the eneveness that they have in areas that there would be signs of cracking showing in the walls. There are no cracks in that area.



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My own observation when I first got *here was that in an un-occupied area of the fifth floor you could see up to a 3/4 to 1" gap under a full length of drywall.*"

The PO# which our accounting department established for this work is 723186.

Looking forward to the final analysis, which we discussed during our meeting.

Bob Hutchinson

Marion County
Business Services
Facilities Manager